

Job Description for Director of Children's and Youth Ministries

Meadowlake Presbyterian Church, Huntersville, NC, Summer, 2018

Pre-requisites for this role:

- Have had experience leading youth ministry, high school and middle school.
- Be open to being one of the leaders of a Presbyterian (U.S.A.) congregation.
- High school graduate
- College degree or educational plan in process

Responsibilities:

- Be committed to the life, ministry and people of Meadowlake Presbyterian Church. Be open to understanding the culture not only of our congregation, but of our experience in the Presbytery of Charlotte and the Reformed Faith.
- Work with the Elder of Christian Education, Pastor, Administrative Assistant and the Session to understand, support and ensure that all activities fall in line with the mission and vision of Meadowlake Presbyterian Church.
- Engage our youngest members (Nursery and Elementary) through programs designed to help them learn and grow through their Sunday school experience.
 - Discover and/or develop curricula for Sunday school classes for our children.
 - Recruit and train teachers for these classes...(currently there is a wonderful team of teachers already trained).
 - Prepare lessons for weekly Sunday school classes by communicating with them: sending out weekly reminders of who is teaching, emailing class materials, and gathering/setting up classes before Sunday.
- Lead and develop a viable youth ministry by developing friendships with young people, encouraging them to grow as individuals and strengthen their walk of faith.
 - Create with the help of young people a year-long plan for their youth ministry.
 - Plan and help lead youth group once a week.
 - Provide a listening ear and pastoral care for youth and their families.
 - Plan and lead Youth Trips (Youth Conference, Ski Trip, Mission Trip—typically once a year.)
 - Teach Youth Sunday school class.
 - Plan and lead fundraisers when appropriate.
(This is for 'extra expenses' for fun trips or activities that go above and beyond Christian Education and Youth Ministry budget.)